

NOTE: As per the RFQ, there will be no more responses to questions as of today

RFQ, Center City Comprehensive Wayfinding System: Questions

Question 1: Is there any flexibility in the schedule you proposed in the RFQ? (From our experience with city wayfinding, a project like this would take longer than you have planned.)

Answer: Our initial goal as established by our Redevelopment Commission was to complete the project by the end of this calendar year. Once we have selected a contractor/consultant and established a final scope, we may need to re-evaluate that timeframe. As noted in the RFQ, we have recently completed our streetscape master planning process that included substantial public involvement. As such, we believe that we will need limited public participation in this phase which could be a time saving element. We hope to expedite this project but not at the cost of quality.

Question 2: You are requesting that the consultant "Survey the existing wayfinding infrastructure". For this task, are you expecting an inventory of each existing wayfinding sign or a general overview of the existing system?

Answer: Our existing wayfinding infrastructure has evolved over time in an "ad-hoc" as opposed to integrated manner (university signs, museum signs, parking signs etc.). We expect the selected contractor/consultant to familiarize themselves with the existing infrastructure to the point that they can advise the Redevelopment Commission as to strengths and weaknesses of the various components.

Question 3: Is there an established budget for this project that can be shared with potential consultants?

Answer: The project has been funded; however the Redevelopment Commission is not prepared to disclose a final budget at this time. As described in the RFQ, the Redevelopment Commission is requesting that each responding firm provide information regarding four similar projects to include project budgets.

Question 4: Did the Urban Resource Group (URG) firm complete a wayfinding plan as part of your streetscape master planning process?

Answer. As part of the streetscape master planning process, URG recommended that a full wayfinding plan be developed and implemented. URG provided some illustrations and general recommendations that might be incorporated into a more detailed plan.

Question 5: Under Project Approach on Page 6, the RFQ invites the proposer to indicate ability to complete all phases of the project as a “turn-key” job. In this context, does turn-key intend only the ability to offer all the services listed under 2.3 Proposed Project Elements, or does it also entail actual fabrication and installation of signs?

Answer: The Redevelopment Commission sought to leave the RFQ as open as possible such that it was possible that a firm might be able to not only work on the design portion of the project, but on fabrication as well. In such a case, it would be required for that firm to bid competitively on the fabrication phase.

Question 6 (Bidding): As a design firm, we do prepare bidding documents, but usually we do not issue bids when the client is a public agency.

Answer: While the exact procedures will be finalized during the contract scoping phase, it is expected that the selected firm will prepare the bid documents, and coordinate the bid process on behalf of the Redevelopment Commission in accordance to any applicable procurement regulations.

Question 7 (Bidding): Will the bid be national, state-wide, or addressed to qualified manufacturers only?

Answer: It is expected that the selected consultant will advise the Redevelopment Commission as to the distribution of bid documents and advertisements. Efforts should be made to solicit bids from minority and women owned enterprises.

Question 8 (Civil Engineering): Do you anticipate the need for civil engineering services? Previous wayfinding projects have required such services to verify that signs' locations were not conflicting with underground utilities. This service is usually provided by the City; however, your RFP states that "the City's responsibilities will not include doing research . . . tasks for the consultant."

Answer: Although final determinations can be made during the scoping and contract stage with the selected consultant, at this time it is not expected that there will be a need for outside contract engineering services. City of Greenville, NCDOT and Greenville Utilities staff should be able to provide necessary utility location data.

Question 9: Under 3.2, Experience, the RFQ asks for Project Budget. Are you looking for design and fabrication fees?

Answer. The more detailed information provided by the prospective consultant the better., However, at a minimum, the Redevelopment Commission is seeking information on the design budget for the particular projects used as examples.